

DEPARTMENT OF INDUSTRIAL RELATIONS

Division of Labor Standards Enforcement

P.O. Box 420603

San Francisco, CA 94142

Tel: (415) 703-4810

Fax: (415) 703-4807



Please take a moment to review the following information which is being provided in an effort to assist you in your efforts to begin your new business enterprise:

The State of California, through statutory mandates, requires that certain businesses and/or individuals obtain a license, registration or certification through the Division of Labor Standards Enforcement (DLSE) prior to commencing business and to maintain that license in good standing:

DLSE requires licenses for:

Farm Labor Contractors

Talent Agent

Industrial Homework

○ License to Employ Industrial Homeworkers

○ Permit to Work as an Industrial Homeworker

Employers, supervisors and transporters of minors working in door-to-door sales

DLSE requires registration of:

Garment Manufacturers/Contractors

Car Wash and Polishing businesses

DLSE provides certification of:

Studio Teachers

DLSE collects bonds for businesses engaging in:

Fee-Related Talent Services

Finally, please note that an Entertainment Work Permit is required of all minors wishing to work in the entertainment industry and any employer wishing to employ a minor in the entertainment industry is required to complete an Application for Permission to Employ a Minor in the Entertainment Industry.

Information on the licensing requirements and downloadable application forms, instructions and other documentation required to complete your application can be accessed on the DLSE website at <http://www.dir.ca.gov/dlse/dlseLicensing.html>. In addition, the DLSE provides a network of 18 District Offices which can provide further assistance if necessary. To find the office closest to you, please go the DLSE website at <http://www.dir.ca.gov/dlse/DistrictOffices.htm>.

GOOD LUCK IN YOUR NEW BUSINESS !!
WE WELCOME THE OPPORTUNITY TO ASSIST YOU !!

Julie Su
Labor Commissioner



CITY OF LINCOLN BUSINESS LICENSE APPLICATION

600 SIXTH STREET
LINCOLN, CA 95648
PHONE: (916) 434-2430
FAX: (916) 645-9502



SALES OR USE TAX MAY APPLY TO YOUR BUSINESS ACTIVITIES. PLEASE CALL THE CALIFORNIA STATE BOARD OF EQUALIZATION AT 1-800-400-7115.

THIS APPLICATION MUST BE COMPLETE IN ORDER TO BE PROCESSED. FEES MUST ACCOMPANY THE APPLICATION.

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

(Must be a Physical Address) _____

CITY

STATE

ZIP

MAILING ADDRESS: _____

CITY

STATE

ZIP

OWNERS NAME: (If Corporation, List Contact Person and Title) _____

OWNERS ADDRESS: _____

(If Corporation, list that address) _____

CITY

STATE

ZIP

BUSINESS PHONE: _____ - _____ - _____ CONTACT PHONE: _____ - _____ - _____

E-MAIL ADDRESS OF CONTACT PERSON: _____

CONTRACTORS LICENSE #: _____ # OF EMPLOYEES: _____

RESALE TAX #: _____ STATE ID #: _____

SOCIAL SECURITY #: _____ - _____ - _____ OR FEDERAL ID #: _____ - _____

(REQUIRED - Must Supply EITHER a Social Security or Federal ID Number)

BUSINESS TYPE: (Please Circle One) SINGLE OWNER PARTNERSHIP CORPORATION NON-PROFIT

DETAILED DESCRIPTION OF BUSINESS: _____

IF YOUR BUSINESS IS LOCATED WITHIN THE CITY OF LINCOLN:

YES

NO

1. Is the building newly constructed? ☐ YES ☐ NO
2. Are you making any modifications to the building that would require a permit
(e.g. new signs, additions, tenant improvements (electrical, plumbing, etc.))? ☐ YES ☐ NO
If yes, have you submitted plans for the permits? ☐ YES ☐ NO
3. Is this a home occupation? ☐ YES ☐ NO
If yes, have you completed the home occupation clearance form? ☐ YES ☐ NO
4. Will you be doing landscaping as part of your business? ☐ YES ☐ NO
If yes, will you be using any pesticides? ☐ YES ☐ NO
(This includes any weed killers, including "Roundup," insecticides, fungicides, rodent bait, etc)
5. If you are performing massages, do you have your California State Certificate? ☐ YES ☐ NO

PER GOVERNMENT CODE § 4469

"Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies: The Division of the State Architect at www.dgs.ca.gov/dsa/Home.aspx. The Department of Rehabilitation at www.rehab.cahwnet.gov. The California Commission on Disability Access at www.cdda.ca.gov."

SIGNATURE: (Owner or Contact Person) _____ **DATE:** _____

FOR OFFICE USE ONLY

FEE COST: ☐ \$61.00 (COMMERCIAL) ☐ \$76.00 (IN-HOME) ☐ \$111.00 (SOLICITOR) ☐ Other
CASH: _____ CHECK #: _____ DATE PAID: _____

Updated 01/01/2014